



**MURRAY CITY MUNICIPAL COUNCIL
BUDGET AND FINANCE COMMITTEE
Fiscal Year 2010-2011**

The Murray City Municipal Council met as the Budget and Finance Committee on Thursday, May 6, 2010, in the Murray City Center, Conference Room #107, 5025 South State Street, Murray, Utah.

Members in Attendance:

Krista K. Dunn
Jared A. Shaver
Jeff Dredge
Darren V. Stam

Budget Chair
Budget Vice-Chair
Committee Member
Committee Member

Member Excused:

Jim Brass

Others in Attendance:

Daniel C. Snarr	Mayor	Pat Wilson	Finance Director
Jan Wells	Mayor's Chief of Staff	Michael D. Wagstaff	Council Executive Director
Janet M. Lopez	Council Administrator	Connie Cox	Police
David Larsen	MIS Director		Janie Richardson MIS
Russ Kakala	Streets	Greg Bellon	Power
Anne vonWeller	Public Services	Frank Nakamura	City Attorney
Gil Rodriguez	Fire Chief	Jennifer Kennedy	Recorder
Brent Davidson	Recorder's Office	Carol Heales	City Recorder
Doug Hill	Public Services Director	Tim Tingey	Community & Econ Dev Director
Pete Fondaco	Police Chief	Jackie Sadler	Courts
Craig Burnett	Assistant Police Chief	Juliette Dorsett	Police

Budget Chair Dunn called the meeting to order at 5:30 p.m. and excused Jim Brass for out of town travel. She thanked everyone for the work put into the budget process, especially the Mayor's office.

Ms. Dunn explained that after the meeting the previous week, the Council took the information from department heads and implemented those cuts, not necessarily all of them, although, a few additional cuts were added. She commented that she would go through each department noting the changes made. If anyone has real issues with what has been outlined, they can contact the Council to talk more before the process is completed. This would be considered the second draft. She asked for questions or comments before going forward. She further remarked that although some of the cuts may seem like nickels and dimes, they add up.

City Council

Ms. Dunn detailed the cuts, as follows:

- Books, memberships and subscriptions, reduced by \$250
- Car allowance, reduced by \$500
- Travel, reduced by \$2,000
- Professional services, reduced by \$11,000 and labeled to lobbyist
- Consultants will go from zero to \$1,000
- Education/training, reduced by \$1,000

Mayor Snarr asked what car allowances would be reduced. She responded that all of them would be lowered. He asked if he could go back to utilizing a mileage rate, rather than a set allowance. She responded that they could discuss that.

Courts

- Overtime, reduced by \$750
- Car allowance, reduced by \$338
- Travel, reduced by \$500
- Equipment maintenance, reduced by \$3,000
- Small equipment, reduced by \$800
- Professional services: Exact numbers would be announced the next week. The Council is still working with Ms. Wilson on this line item. Some funds will be completely removed, and others put into non-departmental. Things that should be in another category will be relabeled and stay in the budget.
- Witness/jury fees, reduced by \$3,000

Mayor's Office

- Overtime, reduced \$700

- Car allowance, reduced by \$2,522
- Travel, reduced by \$500
- Office supplies, reduced by \$1,000
- Equipment maintenance, reduced by \$300
- Education/training, reduced by \$500

Human Resources

- Overtime, reduced by \$499
- Books and subscriptions, reduced by \$500
- Office supplies, reduced by \$1,500
- Vehicle maintenance, reduced by \$500
- Professional services, adjustment to be determined

Finance

- Overtime, reduced by \$500
- Books and subscriptions, reduced by \$600
- Car allowance, reduced by \$585
- Travel, reduced by \$2,200
- Small equipment, reduced by \$1,000
- Professional, adjustment to be determined

Customer Accounts

- Overtime, reduced by \$2,000
- Office supplies, reduced by \$500
- Postage, reduced by \$2,000
- Small equipment, reduced by \$3,000
- Education/training, reduced by \$700

Non-departmental

This department was not finalized, and would be determined the following week.

Treasurer

- Car allowance, reduced by \$500
- Travel, reduced by \$1,200
- Education/training, reduced by \$1,000
- Banking fees, increased by \$5,000
- Credit card fees, reduced by \$300

Recorder/Purchasing

- Overtime, reduced by \$100
- Books and subscriptions, reduced by \$200
- Public notices, reduced by \$5,000
- Car allowance, reduced by \$500
- Daily mileage, reduced by \$200
- Small equipment, reduced by \$500
- Professional, determined later
- Codification, reduced by \$2,000

Business License

- Professional services, determined later

Government Building

- Tool allowance, reduced \$600
- Books and subscriptions, reduced \$100
- Small equipment, reduced \$300
- Minor building improvements, reduced \$2,000

MIS

- Car allowance, reduced \$420
- Software maintenance, reduced \$8,800
- Professional services, determined later

- Education and training, reduced \$6,000
- GIS training, reduced \$5,000

Attorney

- Dues and memberships, reduced \$800
- Car allowance, reduced \$800
- Travel, reduced \$300
- Office supplies, reduced \$500
- Professional services, will mostly likely remain in budget and be renamed
- Education and training, reduced \$500

Prosecution

- Books and subscriptions, reduced \$200
- Car allowance, reduced \$500
- Office supplies, reduced \$300
- Small equipment, reduced \$500
- Professional services, determined later
- Defense counsel, reduced \$500
- Education/training, reduced \$500

Police

Administration

- Overtime, reduced \$500
- Desktop computers, reduced \$5,000
- Professional services, determined later.

Patrol and Traffic

- Overtime, reduced \$2,200
- Uniform allowance, reduced \$5,000 and still considering options
- Small equipment, reduced \$12,000

- Laptop replacement, reduced \$3,000
- Radios, reduced \$5,000
- Vehicles, removed from budget

Criminal Investigation

- Overtime, reduce \$2,000
- Crime lab equipment, reduce \$2,000
- Crime Victim's emergency, reduce \$250

Narcotics and Vice

- Overtime, reduce \$1,500

Juvenile investigation

- Overtime, reduce \$2,000

Records and Communication

- Overtime, reduce \$1,000
- Office supplies, reduce \$2,000
- Laptop communications, reduce \$1,200
- VECC, reduce by \$25,000

Community Policing

- Overtime, reduce by \$1,625
- Motor division, reduce by \$1,000

Firearms Training Center

Ms. Dunn asked the Chief for clarification of the maintenance of buildings item. He stated that they are saving money by completing repairs four to five times a year. Replacing the roof would be \$5,500.

Animal Control

- Overtime, reduce by \$3,583

Cadets

- Uniform allowance, reduce by \$1,000

Fire

Administration

- Overtime, reduce by \$2,000
- Travel, reduce by \$1,500
- Professional services, determined later
- Education/training, reduce by \$1,000

Suppression

- Overtime, reduce by \$18,600
- Professional services, determined later
- VECC, reduce by \$10,000
- Education/training, reduce by \$1,500
- Fire prevention, reduce by \$2,000
- Arson investigation, reduce by \$1,000

Paramedics

- Overtime, reduce by \$20,000
- Professional, determined later

Public Works

Building Inspection

- Overtime, reduce by \$200
- Professional, determined later
- Education/training, reduce by \$2,500

Roadways

- Equipment maintenance, reduce by \$7,500
- Street light energy, Murray City, increase by \$20,000
- Mulch, reduce by \$15,000

Class C Roads

- Main and Big Cottonwood, remove the \$125,000

Road Construction

- Sealer, reduce \$50,000
- Mulch, reduce \$50,000

Ms. Dunn commented that road projects would be added in, with a total for that later.

Engineer

- Overtime, reduce \$908
- Car allowance, reduce \$600
- Travel, reduce \$1,000
- Professional, determined later
- Education/training, reduce \$1,500

Murray Park

- Overtime, reduce \$6,000
- Travel, reduce \$1,400
- Maintenance of building/grounds, reduce by \$10,000

Park Center

- Temporary employees, reduce by \$20,000
- Books and subscriptions, reduce by \$500
- Public notices, reduce by \$4,000
- Travel, reduce by \$1,000
- Postage, reduce by \$2,000

Participant Recreation

- Temporary employees, reduce by \$5,000
- Public notices, reduce \$7,000
- Travel, reduce by \$500

- Postage, reduce by \$2,000
- Education/training, reduce by \$500

Cultural Arts

- Production supplies, reduce by \$1,500
- Arts Advertising, reduce by \$2,500

Swimming Pool

Ms. Dunn confirmed with Mr. Hill where the utilities for the pool were being billed. Mr. Hill stated that Questar is billing the swimming pool with the indoor pool, therefore, this line item can be reduced.

- Utilities, reduce by \$15,000

Cemetery

- Overtime, reduce by \$500
- Education/training, reduce by \$500

Enterprise funds (other than power)

- Car allowance, reduce by 25%
- Reserves, add the 25% reduction from car allowance

RDA

- Reimburse the general fund \$60,000 from the Central Business District, East Vine, and Cherry Street RDA areas.

Power Department

- ILOT, increased by \$400,000 to approximately 6.8%
- Ms. Dunn stated that Power personnel will have full leeway in making the necessary cuts for the ILOT increase. She added that the \$500,000 to reserves should not be decreased, and training for the safety of employees shall not be reduced.

Ms. Dunn announced that final numbers for the non-departmental account, and the professional services amount will be further considered in a meeting between Ms. Dunn and Ms. Wilson. Some departments that use professional services, which are better described by another label, will have a new line item, and the money left in the department budget. Other professional services will go into the non-departmental budget, and the Mayor's office will manage it.

A few other non-departmental items would be consolidated. Ms. Dunn asked Ms. Wells

what the miscellaneous services funds include. Ms. Wells responded that there are some things the Mayors' office has to do, like annually hosting the Conference of Mayors lunch, and the legislative breakfast.

Also, Ms. Dunn inquired about the City newsletter. Ms. Wells said that is for the Murray Journal Update six times a year. This had been taken out of the wrong account, therefore, that money was not used as it should have been, and that will be corrected.

Mayor Snarr asked if the administration can get back to the Council about any specific things of concern. Ms. Dunn repeated that she would absolutely encourage that feed back from the departments, and administration if there is anything that will cause a huge dilemma.

Ms. Dunn reiterated her plans to meet with Ms. Wilson the following Monday, to specifically address the non-departmental and professional services budgets. If there are things that come up, please contact her right away. The tentative budget will be adopted on May 18, 2010.

Mr. Larsen asked if the cuts were determined from the previous budget meeting. Ms. Dunn stated that they are mostly the cuts offered by the department heads. He mentioned that the GIS training is not just for MIS personnel, however, it covers training for staff in the entire City, as well. Ms. Dunn agreed to talk more about that item.

Mr. Shaver stated that if there are questions or suggestions, they are most willing to hear them. Anyone may stay later for individual questions.

Mr. Dredge pointed out that there were minutes for approval on the agenda from the Budget Meeting held on April 13, 2010. Ms. Dunn asked for action on those minutes. Mr. Dredge moved approval of the minutes as written. Mr. Shaver seconded the motion. Motion carried, 4-0.

Mr. Stam point out that most of the items where money was reduced were calculated from actual amounts spent over the last year. He does not feel a big impact will be felt, because budgeted amounts had not been spent formerly.

Mr. Dredge commented that the Council is looking closely at the economy, and if things loosen up, some of the items may be funded, where appropriate.

Mayor Snarr added that on the mileage allowance, the reimbursement is according to what the IRS allows, which is now 50.5 cents. It is actually 50 cents per mile. Adjustments are made based on the cost of fuel throughout the year. He will compute his this way, if the Council will allow him to, including when he is out in his truck, doing things for the City. Ms. Dunn said that he will just need to submit his mileage, and it will be discussed as to how to handle it.

There being no further business, Ms. Dunn adjourned the meeting at 6:05 p.m.

Janet M. Lopez
Council Office Administrator